

**TILLAMOOK CITY COUNCIL MEETING
MONDAY, NOVEMBER 1, 2010
CITY HALL, 210 LAUREL AVENUE**

CALL TO ORDER/FLAG SALUTE:

In the absence of Mayor McPheeters Council President Suzanne Weber called the regular City Council meeting to order at 7:00 P.M. and led the Pledge of Allegiance.

ROLL CALL:

Those present for roll call:

Councilor Joe Martin
Councilor Matt Harris
Councilor Suzanne Weber
Councilor Steven Forster
Councilor John Sandusky
Councilor Willard Berry

Absent:

Mayor Bob McPheeters

Staff Present:

Rob Drake, Interim City Manager
John Putman, City Attorney
Arley Sullivan, Public Works Director
Terry Wright, Chief of Police
Bernadette Sorensen, City Recorder

AGENDA:

The posted agenda for the meeting of November 1, 2010 is attached and by this reference is made a part of the record.

ADDITIONAL INFORMATION PROVIDED TO MEMBERS AFTER PACKET ISSUED:

(Copies attached)

1. Voucher Register for current bills to be reviewed for payment.
2. Modified Agenda. Exhibit A
3. Public Works Director monthly report. Exhibit B
4. Transient Room Tax Allocation recommendation. Exhibit C
5. Memo from City Planner regarding CRS classification. Exhibit D

MINUTES:

Council minutes for October 18, 2010 and Special City Council meeting minutes of October 21, 2010 were provided in Council packets. **Councilor Sandusky moved approval of October 18, 2010. Councilor Forster seconded the motion.** There were no corrections, additions or deletions. **Motion carried unanimously by Council seated.**

Councilor Martin moved approval of the minutes of the Special City Council meeting of October 21, 2010. Councilor Harris seconded the motion. There were no corrections, additions or deletions. **Motion carried unanimously by Council seated.**

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PROCLAMATIONS: None

PRESENTATIONS:

Sheriff Todd Anderson, Tillamook County Sheriff's Department thanked Chief Wright and the Tillamook City Council for the outstanding working relationship the Sheriff's Office and Tillamook City Police Dept. have. On a daily basis the Sheriff's Office is highly dependent on the Tillamook City Police Dept. City Police maintain the only 24-hour coverage in the County. Sheriff's Office and City Police partner together on training exercises which saves both departments money. Chief Wright is well recognized for his cadet program and fundraising for Special Olympics. Council President Weber thanked Sheriff Anderson for his kind words.

Dakota Cloud, Tillamook High School Communications Officer gave the Council an update on high school activities. They won their homecoming football game and the Homecoming Dance was very successful and well-attended. Their fall play is next week Thursday through Saturday at 7:00 P.M. and Sunday at 2:00 P.M.

Special Presentation – Chair Weber prefaced the presentation by reminding everyone of the charter bus carrying visitors from Wisconsin that caught fire at the top of Juno Hill recently. **Sheriff Todd Anderson** presented special guest Chuck Briggs with an Award of Merit plaque for his quick and selfless actions responding to the fire on the transportation bus he was driving.

Chair Weber also recognized **Debbie Coleman, Tillamook Police Dept.** with a Certificate of Appreciation for her assistance during the bus fire incident.

Andy Neal, Tillamook Area Chamber of Commerce gave the Council an update on Chamber activities. Their new Business Directory and Calendar of Events will be out shortly. They have 292 members at present with 22 new members. They will host the Grand Opening of the new Ashley Inn from 4 – 6:00 P.M. on Thursday, Nov. 4th and everyone is invited. The final training symposium was held last month. They plan to carry the program next year. The annual banquet/auction will be held on January 15, 2011 at the fairgrounds. The final Chamber Forum for the year will be moved to the Second Street Public Market and will be held on Nov. 17, 2010. Guest speaker will be from MTC. Neal also said that last spring they hosted five free-lance reporters from around the Pacific Northwest. Coming up in December Tillamook will be featured in Alaska and Horizon-Air in-flight magazine. The article is wonderful and they will attempt to repeat this next spring.

Chair Weber asked Neal if he is aware of the Main Street Project. Neal said he attended the Oregon State Chamber of Commerce leadership conference last week. There was discussion about the program. Chair Weber offered to share information she received at the Main Street Project conference held in Albany last week.

MONTHLY REPORTS:

City Planning:

- **Drake** referenced Exhibit D, memo from City Planner David Mattison informing the Council that the City received 1,677 credit points on the Community Rating System improved to a CRS classification of 7, improving insurance rate discounts from 10% to 15%.

Public Works:

- **Sullivan** referred to his report Exhibit B. Crew has been working hard at keeping the water plant operating under the fall "tea water" impacts to the plant.
- **Street Dept.** has been yellow painting curbs throughout the City, keeping catch basins clear for storm water flows. The fall yard debris cleanup program went well.
- **Sewer Dept.** has a gasket repair plan in place for Clarifier No. 1 to correct the failure during testing.
- **General – Sullivan** said that the window for the Transit Center has been installed. He is also working with the engineers concerning warrantee issues at the WWTP.

Police Dept.:

- The Nuisance Ordinance draft is finished and with the City Manager.

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- Officers are participating in ongoing policy and firearms training. All officers participated in OSHA training.
- New hire Dustin Olson continues to do well at DPSST Academy. He should graduate in January.
- Officer Troxel conducted a child safety transportation training for 14 EMT's from Tillamook Ambulance Dept.
- The cadets are getting ready for the holiday activities.
- Still maintaining 24-hour coverage, with vacation(s), family medical issues and training.
- Working on updating the Incident Response Plan. In addition, develop resources to support employees with equipment and supplies while dealing with citywide emergencies, so that employees can stay on task while ensuring families are safe.
- Downtown Resource Aide Debbie Coleman and Sgt. Kettner updated and installed the Reverse 9-1-1 list for North Main businesses.
- Moved barricade/sign trailer to the Sewer Plant for better access.
- Monday, Nov. 8th from 4 – 8 P.M. is the Shop with a Cop fundraiser at Denney's.

Municipal Court:

- **Municipal Court Judge Dolan's** report was included in Council packets.

PUBLIC HEARINGS:

1. CITIZEN HEARINGS - NON-AGENDA ITEMS: NONE.

2. COUNCIL CONCERNS - NON-AGENDA ITEMS:

Councilor Forster told the Council and audience that he went kayaking choosing the Hoquarton Slough waterway beginning at the Sue H. Elmore Park. He was quite impressed and moved by the experience of navigating through a light industrial area and then to an old growth forest. He encouraged everyone to get connected with our waterways. Tillamook County has over 800 miles of waterways.

Councilor Martin reminded everyone that Senator Wyden would be in Tillamook at the Library on Friday, Nov. 5, 2010.

COMMITTEE REPORTS:

- **Personnel Committee:** **Chair Weber** stated that the committee will not be meeting tomorrow as planned. Another meeting will be set by the committee after the council meeting tonight.
- **Beautification and Parks Committee – Chair Weber** said that the committee met on October 21st and continues to plan for the Tree Lighting event scheduled for Dec. 4th. Also discussed was the necessity of a plan for City parks.
- **Finance Committee – Chair Martin** said that the committee met on Oct. 28th but he did not receive an agenda and was not notified of the meeting. Drake responded that the committee met to discuss the possibility of an agreement with Vicki Goodman to help the City with the application processes and public outreach services regarding grants to fund the recently approved sewer rate study update and to help defray some of the repayment costs to DEQ for the WWTP upgrades.
- **Public Safety Committee – Chair Forster** reported that the committee met on Oct. 26, 2010 at 2 p.m. at the 9-1-1 Center. Also present were Interim City Manager Drake, Sheriff Todd Anderson, Bruce Rhoades and Lisa Dion from School District 9. He said that the Public Safety Committee is in full support of the chief of police and the entire department, after recent comments in the paper from Councilor Martin. The committee discussed the formation of a Special Safety Taxing District using the School District 9 footprint. The goal of the district would be to fund two police officers, a School Resource Officer and a Gang/Drug Officer. Initial budget projection is 17cents/thousand. If the project proceeds we would be looking at a measure on May 2012, as required for a tax proposal. A PAC (political action committee) would need to be formed to raise funds to pay all costs of balloting and campaigning.

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The committee also discussed the hiring of Officer Olson who is doing well at the academy, the accreditation process (there are only 24 cities in the state with accredited police departments) which is held up due to resource issues and the annual budget with concerns over rising PERS and insurance costs. **Councilor Sandusky**, committee member, clarified that there is no decision yet on the actual cost of the taxing district.

- **Public Works Committee – Chair Berry** said that the committee met on Oct. 21, 2010 at 8:30 a.m. The committee discussed new streetlight at Third & Ivy. Sullivan will do an on-site inspection for a new light and report back to the committee. They also talked about lighting at Third at Goodspeed Park and within the park. Discussion regarding need for public sign indicating “Public Parking” off-street. Committee recommended it be placed between First and Third Streets on Main Avenue. It was agreed to refer the issue to TURA board and ODOT for assessment. They discussed no parking sign on the west side of Manor Place, east side of Elm Avenue between Sixth and Ninth Streets. Committee decided against the signage. Additional discussion on perhaps yellow curb painting but no action was taken. Further discussion items: bushes obscuring vision at Third & Birch Avenue. Chief Wright will talk with hospital again about growth. Third & Meadow -- irregular pavement. Drake will talk with County about repair. Third & Marolf, trees need trimming across from community college. 3701 Alder Avenue -- shrubbery problem. Near 9-1-1 building crosswalk needs to be painted. Main & First Streets near dance studio – overhanging Cherry tree.

NEW BUSINESS:

1. Transient Room Tax Grant Applications & Awards FY2010-2011

Councilor Sandusky, spokesperson for the ad hoc committee appointed by the mayor, gave the committee report. There is \$37,900 available in this years’ budget for grants. Applications received total \$60,715. Amounts awarded will be adjusted according to actual amounts collected. The committee was pleased with the quality of the applications. The committee decided to give the City \$2,500 for their promotional needs. The recommendations are as follows:

City of Tillamook	\$2,500
2 nd Street Public Market	\$3,900
Bay City Arts Center	\$1,000
North Coast Seafood Festival	\$5,000
Friends of Latimer Quilt & Textile	\$4,000
Monday Musical Club	\$1,000
Tillamook Area Chamber of Commerce	\$5,000
Tillamook County Fairgrounds	\$3,500
Tillamook County Pioneer Museum	\$3,000
Tillamook County Quilt Trail c/o Latimer Quilt	\$4,000
Tillamook Farmer’s Market	\$5,000
Total	\$ 37,900

Councilor Sandusky moved for Council approval of the committee’s recommendation for Transient Room Tax Grant awards as announced. Councilor Berry seconded the motion. There was no discussion. **Motion carried unanimously by Council seated.**

Councilor Sandusky thanked the applicants for the hard work they do every day to bring people into our community and serve our own people. **Council President Weber** agreed. **Sorensen** said that all the applicants would receive a letter from the City confirming their allocated amount.

2. Flexible Fund Grant Support

Drake gave his staff report to the Council. Staff is seeking City Council support for a Flexible Funds Program Grant for Third Street Improvement Project in partnership with Tillamook County and the Tillamook Urban Renewal Agency for a project that would improve vehicle, bicycle and pedestrian movement and install related storm drainage facilities. Council is being asked to support the project by allocating a match of \$10,000 which has been previously budgeted and to have the mayor sign a letter of support to Tillamook County, Liane Welch, Public Works Director.

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Councilor Sandusky moved that the City support the match of \$10,000 for the Third Street Improvement Project and authorize the mayor to sign the letter for the project and receiving the Flexible Funds Program Grant. Councilor Berry seconded the motion. Motion carried unanimously by Council seated.

3. Consulting Contract with Vicki Goodman, VLG Consulting

Drake told the Council that this is a request for up to \$3,000 to VLG Consulting, Vicki Goodman to provide consulting services to help the City with the application processes and possible public outreach services for grants relating to the WWTP loans. Council President Weber said that she (Goodman) is a very capable individual at getting grants for the types of problems like the City is experiencing at this time. Drake said the funding is available from the WWTP Legal line item in the budget.

LEGISLATIVE

1. CITY OF TILLAMOOK AND VLG CONSULTING AGREEMENT

Councilor Sandusky moved to approve the consulting services contract with Vicki Goodman, VLG Consulting. Councilor Forster seconded the motion. There was no discussion. Motion carried unanimously by Council seated.

MAYOR'S REPORT: NONE.

AUTHORIZATION TO PAY BILLS:

The Finance Committee had reviewed the current bills prepared for payment. **Councilor Martin moved to pay the bills approved by the Committee. A second was made by Councilor Weber. Council seated approved the motion unanimously.** Bills were paid in the following total amount. A copy of the voucher register is attached and by this reference is made a part of the record.

GENERAL CHECKING ACCOUNT

A/P Batch 11/01/2010	Checks #29846-29902	\$ 95,687.30
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ADJOURNMENT:

There being no further business Council President Suzanne Weber adjourned the meeting at 8:05 P.M.

APPROVED:

Mayor

ATTEST:

City Recorder